

Meal Charge Procedures

Sonora I.S.D.

1. School Meal's will have a maximum \$20.00 charge in the cafeteria, see board policy CO (Local). Letters will be sent home with students, by mail, email or phone call when child starts to charge. It is the parent's responsibility to keep up with their children's meal acct. When the limit of \$20.00 is reached, students will be served a meal and milk at no charge but the meal will be counted as a reimbursable meal, or students need to bring a lunch from home until all charges are paid. Ala Carte items need to be paid with cash or use the money students have in their account. Ala Carte items will not be allowed to be charged.
2. Prepayments of meals is highly recommended. Parents may pay through the internet by accessing the Sonora ISD homepage and then clicking on Breakfast/Lunch payment. Cash or check payments may be made at each school cafeteria. It is preferable that payment NOT be made during lunch period, as it slows down service for all students. Payments should be made before or after the lunch period. In the middle of May, meal charges will not be allowed at all. All lunch charges need to be payed in full before the school year ends.
3. Free and Reduced Meal Applications are available from each school office, each cafeteria and Administration Office. These applications are available year-round and assistance is available in completing the application.
4. Sonora ISD follows state and federal regulations concerning Smart Snack and All Foods Sold in Schools. Current policy is available online at www.squaremeals.org

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **Mail:**
U. S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D. C. 20250-9410; or
2. **Fax:** (833) 256-1665 or (202) 690-7442; or
3. **Email:** program.intake@usda.gov.

This institution is an equal opportunity provider.